

PROCEDURES, DEADLINES & FEES

APPLICATION FOR 2010–11 ACADEMIC YEAR

Billings Middle School requires completion and submission of specific documents to assist us in our admissions process. For your convenience, please follow the checklist below. We begin accepting application forms in September. If you are applying out of the regular admissions season, please call the Admissions Office for special instructions.

APPLICATION CHECKLIST

STEP ONE: SUBMIT CORE APPLICATION

Complete this application form and parent statement, include the application fee, and postmark by application deadline. (See deadlines and fees below.) Mail completed application form and parent statement with application fee to:

Admissions Office
Billings Middle School
7217 Woodlawn Avenue NE
Seattle, WA 98115

Phone: (206) 547-4614
Fax: (206) 545-8505
www.billingsmiddleschool.org

STEP TWO: REQUEST TWO TEACHER EVALUATIONS

Choose two academic teachers to complete evaluation forms. Print teacher and applicant's name on each form, and give to each teacher with a stamped pre-addressed envelope. **Evaluations are due by January 31st.**

STEP THREE: REQUEST SCHOOL TRANSCRIPTS

Submit completed Transcript Release Form to an official at your child's *current school* in a stamped pre-addressed envelope. **Transcripts must be received by Billings by January 31st.**

STEP FOUR: SCHEDULE VISIT DAY AND PARENT INTERVIEW

In the Student Visit Day section below, please indicate your top three visit date choices. You will be contacted once your application—including this insert—is received to confirm the date and to set up a 45-minute parent interview between January and March.

APPLICATION DEADLINE

EARLY-BIRD APPLICATION

Deadline December 17, 2009

Application Fee \$65

REGULAR APPLICATION

Deadline January 14, 2010

Application Fee \$70

Note on early-bird application deadline: The December 17th early-bird deadline does not give applications special consideration. However, it does provide first pick at scheduling visit days and parent interviews, and there is a discounted fee of \$65.

STUDENT VISIT DAY

Students are required to participate in a Visit Day as part of the Billings application process. During their visit, students attend classes, meet current students and interact with faculty. Parents have an opportunity to tour our campus, meet other applicant families, and do a Q & A session with our Head of School & leadership team. Visit dates fill up quickly during the regular admission season. To ensure that you receive the date that works best for your family, please number your top 3 choices below. You will be contacted to confirm your assigned Visit Day upon receipt of your application.

___ **Wednesday, January 13th**

___ **Thursday, January 21st**

___ **Wednesday, January 27th**

___ **Thursday, February 4th**

ABOUT THE PARENT INTERVIEW

After you have confirmed your student's visit, you will be contacted to set up a 45-minute parent interview. Both parents are asked to attend if possible, and interviews are held at Billings with two members of the Admissions Committee. The purpose of the interview is to follow-up on the Visit Day, to answer any additional questions you may have, and to provide you with a personal opportunity to discuss your child in greater depth.

Please return this completed form with your application.



Paperclip recent student photo here.

Student Application Form

Today's Date		Applying to:	<input type="checkbox"/> 6th Grade	<input type="checkbox"/> 7th Grade	<input type="checkbox"/> 8th Grade
Applicant's Name					
Date of Birth		Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Current School				Current Grade	

Family Information

HOUSEHOLD ONE							
Street Address							
City		State		Zip			
Home Phone							
PARENT #1				PARENT #2			
First Name		MI		First Name		MI	
Last Name				Last Name			
Relationship to Student				Relationship to Student			
Occupation				Occupation			
Company				Company			
Work Phone				Work Phone			
Cell Phone				Cell Phone			
Preferred Email				Preferred Email			

HOUSEHOLD TWO							
Street Address							
City		State		Zip			
Home Phone							
PARENT #1				PARENT #2			
First Name		MI		First Name		MI	
Last Name				Last Name			
Relationship to Student				Relationship to Student			
Occupation				Occupation			
Company				Company			
Work Phone				Work Phone			
Cell Phone				Cell Phone			
Preferred Email				Preferred Email			

FINANCIAL AID
Billings Middle School is committed to educating a socio-economically diverse student body, and our Financial Aid Program is designed to assist a wide range of families.
<input type="checkbox"/> Check here if you would like to receive information on Financial Aid.

Student Information

IF PARENTS ARE SEPARATED OR DIVORCED, WITH WHOM DOES THE CHILD LIVE?

Any additional information regarding living arrangements, custody, or instructions for contacting family members should be noted here.

STUDENT'S ETHNIC/CULTURAL BACKGROUND (OPTIONAL):

<input type="checkbox"/> African American	<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Pacific Islander
<input type="checkbox"/> Asian American/Asian	<input type="checkbox"/> Middle Eastern	<input type="checkbox"/> Multiracial
<input type="checkbox"/> Caucasian/White	<input type="checkbox"/> Native American	<input type="checkbox"/> Other: _____

TO WHAT OTHER SCHOOLS ARE YOU APPLYING?

SIBLING INFORMATION

Name of Sibling		Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female
School		Grade		
Name of Sibling		Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female
School		Grade		

APPLICANT'S PREVIOUS SCHOOLS

School		Grades	
City		State	
School		Grades	
City		State	
School		Grades	
City		State	

Other Information

PARENT/GUARDIAN STATEMENT

Please type your responses to the following questions on a separate piece of paper.

1. Share with us a picture of who your child is, both as a student and within your family. Include any observations or stories that would help us understand how he or she learns or interacts with peers, friends, and family.
2. Looking ahead over the next three years, what significant areas of growth do you foresee for your child? What areas are you particularly excited to see develop?
3. What do you hope the school's role will be in fostering your child's growth?
4. What areas do you anticipate will pose the greatest challenge/s for your student?
5. Based on your exposure and understanding of Billings Middle School, what are the things that make your child and family a strong match with the school?

Please attach any additional information, including personal references, educational testing, or examples of strong academic or artistic work that highlight your child's strengths.

HOW DID YOU HEAR ABOUT BILLINGS? Please check all that apply:

<input type="checkbox"/> A friend	<input type="checkbox"/> My child's school	<input type="checkbox"/> Internet research	<input type="checkbox"/> School's website
<input type="checkbox"/> School fair	<input type="checkbox"/> Print advertising	<input type="checkbox"/> Billings family/alumni:	
<input type="checkbox"/> PNAIS website	<input type="checkbox"/> Saw the school	<input type="checkbox"/> Other:	

PARENT AUTHORIZATION

My signature below indicates that all of the information submitted on this application form is factually correct, complete and honestly presented. (Only one parent/guardian signature is required).

Print Name of Parent/Guardian			
Signature		Date	

PLEASE SEE ADMISSIONS INSERT ON PROCEDURES, DEADLINES & FEES.

**The insert must be returned with your completed application
as it will identify your selected student visit days.**



THANK YOU for your interest in applying to Billings Middle School and for your cooperation through our admissions process. We believe that middle school can be an extraordinary and wonderful period in a child's life, and we look forward to meeting your applicant student.

BILLINGS MIDDLE SCHOOL ADMITS STUDENTS OF ANY RELIGION, RACE, COLOR, CREED, SEXUAL ORIENTATION, AND NATIONAL OR ETHNIC ORIGIN. BILLINGS MIDDLE SCHOOL IS A 501(C)(3) NON-FOR-PROFIT ORGANIZATION.